

**CITY/COUNTY ASSOCIATION OF GOVERNMENTS
COMMITTEE ON CONGESTION MANAGEMENT
AND AIR QUALITY (CMAQ)**

**MINUTES
MEETING OF APRIL 24, 2006**

At 3:03 p.m., the meeting was called to order by Chairwoman Irene O'Connell in Conference Room C of San Mateo City Hall.

Members Attending: Jim Bigelow, Deberah Bringelson, Judith Christensen, William Dickenson, Linda Koelling, Linda Larson, Sue Lempert, Arthur Lloyd, Karyl Matsumoto, Chairwoman Irene O'Connell, Naomi Patridge, Barbara Pierce, Vice-Chairwoman Sepi Richardson, Lennie Roberts, and Onnolee Trapp.

Staff/Guests Attending: Sandy Wong and Walter Martone (C/CAG Staff - County Public Works), Pat Dixon (Transportation Authority Citizens Advisory Committee), Marshall Loring (MTC Elderly and Disabled Advisory Committee), Paul McGrath (RideSpring), Jill Boone (Recycleworks – County Public Works).

1. Public comment on items not on the agenda.

None.

CONSENT AGENDA

2. Minutes of March 27, 2006 meeting.

Motion: To approve the Minutes as presented. Bigelow/Richardson, unanimous.

REGULAR AGENDA

3. Utilities Working Group – Committee and Priorities.

Jill Boone provided the following report:

- An updated list of potential working group members was provided.
- Genentech unfortunately decided that they would not be able to participate on the group.
- Recruitment of additional members is continuing.
- A sample list of the goals that were established for a similar effort in San Diego was provided. The working group and staff will be developing goals that are specific for San Mateo County.
- Additional information that was requested at the last CMAQ meeting about PG & E usage was provided. Staff is working on the development of a trend report.

Comments from CMAQ Members:

- Some cities are purchasing power directly (i.e. Palo Alto). This often results in the cities acquiring more green energy, and having more conservation efforts.
- After having discussions within San Mateo County about the feasibility of purchasing power directly for our local jurisdictions, this discussion should be expanded to include San Francisco and other Bay Area communities.
- Clarification was requested on the additional information provided about PG and E usage. For example, it was not clear what is the definition of “commercial” that is referred to. The numbers related to “commercial” use that were included in the report appear to be unusually high for some of the jurisdictions.

- Information on the breakdown by users for natural gas would be helpful.
- The League of California Cities has a Local Government Coalition that is involved in energy issues. This would be a good group to engage as part of the work of this CMAQ Working Group.
- If there is a difference in definition of the word “commercial” between the cities and P.G. & E., this difference should be resolved so that the information produced is not confusing.
- It was noted that the example of goals from San Diego does not address the retrofitting of existing structures. This should be included with the goals for C/CAG’s program.
- On May 11, 2006 an update on the efforts to establish this working group will be provided to the C/CAG Board along with the recommendations of CMAQ.
- CMAQ members recommended that the presentation made to CMAQ on Global Warming, be provided to the C/CAG Board.
- Oracle Corporation should be recruited to be one of the business representatives on this Working Group. Deberah Bringelson (SAMCEDA) can assist in recruiting an Oracle representative.

Motion: To approve the staff recommendations as presented. Richardson/Bigelow, unanimous.

4. Presentation on RideSpring – the better commute.

Paul McGrath provided a demonstration of the web-based software developed by the company he represents:

- This program includes establishing a website for individual companies to allow their employees to establish “carpooling wanted” and “carpooling available” profiles that are then matched through the automated system.
- Each website is company specific and access is only available to employees of that company that have an e-mail address from the company.
- The cost for this service is \$1.50 to \$5.00 per person enrolled per month depending on the size of the company.
- Currently this system is being used by the City of Santa Cruz.
- Prizes are offered to participants in the program. Local merchants generally provide the prizes.
- This program could be used by large developments to satisfy C/CAG’s requirements for implementing Transportation Demand Management programs to reduce the number of new trips generated by the development.

Comments from the CMAQ included:

- This program needs to be coordinated with the Regional Rideshare Program and also the services offered by the Peninsula Traffic Congestion Relief Alliance to ensure that there is no duplication.

5. Acceptance of project application scoring and approval of recommendations on projects to be submitted to the Metropolitan Transportation Commission (MTC) for funding for the Third Cycle Federal Surface Transportation Program Local Streets and Roads Shortfall.

Sandy Wong provided the following report:

- The Technical Advisory Committee (TAC) established a scoring subcommittee composed of representatives from five local jurisdictions to evaluate the applications. The evaluation was based on scoring criteria that had been previously adopted by the TAC and CMAQ Committees.
- The top 19 projects are being recommended for funding.

- Only projects that are included on the Federal roadway system were eligible for funding. The project submitted by San Mateo County may not meet this criteria. Clarification is being sought by the Metropolitan Transportation Commission as to this project's eligibility.

Comments by the CMAQ members and responses to questions included:

- Each local jurisdiction was allowed to develop its own specifications. Generally the jurisdiction retained consultants to do the design work for the project.
- The multi-jurisdiction criteria needs to be better defined and called out to the applicants. There should be some equity built into the process to ensure that the money is spread over more jurisdictions.
- It appears that the criteria and the committee were as objective as possible.
- The scoring criteria place a great deal of emphasis (points) on multi-regional, readiness, and local match. The amount of emphasis on each of these criteria should be reviewed again.
- The one million dollar limit for individual projects and the limit of ten applications per jurisdiction appear to be too large and too many. This severely limited the number of projects that could be funded. More jurisdictions need to be served through this process.
- In reviewing the multi-regionality of the project, the applicants need to show who are the benefiting jurisdictions in addition to the sponsoring jurisdiction.
- Much of the criteria used in this process came from the Metropolitan Transportation Commission (MTC). MTC should allow local adjustments to meet local needs so that CMAQ's concerns about regionality, match, and readiness could be addressed.
- The multipliers in the criteria tended to overemphasize the importance of the match and readiness.
- Some consideration needs to be given to assisting jurisdictions that have important needs but do not have local funds to provide a highly competitive match to the project funds.
- In the future it would be helpful to have a chart showing the history of the funding allocations to each of the jurisdictions.
- Some of the smaller cities may not be able to demonstrate regionality for their projects and should possibly receive separate treatment.
- We should conduct a debrief/critique of the process now, while the information and experience is fresh instead of later on.
- Consideration should be given to making the limit of dollars per jurisdiction based on the relative size of the jurisdiction.

Motion: To approve the TAC recommendations as presented and to direct staff to work with the TAC to critique the process and address the issues raised by CMAQ as soon as reasonable. Bigelow/Larson, unanimous.

6. Review and approval of C/CAG Budget for Fiscal Year 2006-07.

Richard Napier presented the budget:

- Member agency assessments for the General Fund and the Transportation Fund are being increased by five percent as per the direction of the C/CAG Board during the 05-06 budget deliberations. This represents the first member assessment increase in the last five years.
- Fiscal Year 06-07 represents the last year for the Congestion Relief Program. The C/CAG Board will need to determine if this program should be extended further.
- The cost for the National Pollutant Discharge Elimination System (NPDES) will increase by one percent next year.
- The Transportation Fund, Transportation Fund for Clean Air (TFCA), and NPDES Fund will be charged their proportionate share of General Fund costs beginning this year based

- on a policy adopted by the Board. This will be reflected in the budget as “transfers.”
- The Transportation Fund was balanced this year due to a surplus in the Streets/Bus Repair Program Fund.
- The AB 1546 (Vehicle Registration Fee) Program has been developing a surplus. The cities/County need to ensure that they are billing C/CAG for the full amount they are eligible to receive under this program.
- The overall status of the budget and the balances are healthy.

Comments and questions from CMAQ members included:

- Consideration should be given to assessing the percent increases in Member Assessments using a different methodology that considers the fact that the increase for the larger cities escalates faster due to the higher amounts involved. Richard noted that the formula use is currently set forth in the Joint Powers Agreement establishing C/CAG and any change would require an amendment to that Agreement.
- The \$70,000 noted in the budget for the Regional Rideshare Program is a direct pass through of funding from MTC to the Alliance.
- Consideration was requested for CMAQ to look into ways that C/CAG, acting on behalf of all of its member jurisdictions, could help to support the operations of the Peninsula Policy Partnership (P3). P3 was very instrumental in raising funds and campaigning for the passage of the renewal of Measure A, for bringing Virgin Airlines to Burlingame, and for advancing the Grand Boulevard initiative. This organization is a way for C/CAG to promote its agenda with the business community. P3 was also very helpful in developing support from the business community for C/CAG’s vehicle registration fee program. C/CAG’s participation in the P3 program will be taken up at the next City Managers’ Association meeting. This item should be brought back for further discussion at CMAQ after the City Managers’ meeting and discussion at the C/CAG Finance Committee.
- The line item for publications for \$25,000 is really the cost of printing the monthly C/CAG Board packet.
- Staff was encouraged to not use acronyms in the budget.
- The line item for professional dues and memberships is for C/CAG’s membership in the Bay Area Storm Water Management Association (BASWMA).

Motion: To approve the draft C/CAG budget for 06-07 as presented. Christensen/Pierce, unanimous.

7. Member comments and announcements.

Linda Larson requested that C/CAG look into possible things that could be done to provide relief to the Coastsiders experiencing extreme traffic congestion due to the closure of Devil’s Slide. Sue Lempert reported that she will also be discussing this item with the MTC Board. Naomi Patridge encourage all to get out the word that the Coastside is still open for business.

8. Adjournment and establishment of next meeting date for May 22, 2006 (moved up one week due to Memorial Day holiday [this meeting was subsequently canceled]).

The next regular meeting of CMAQ will be on May 22, 2006 [this meeting was subsequently canceled]. At 5:02 p.m., the meeting was adjourned.